

STATE WASTEWATER TREATMENT PLANT OPERATOR ADVISORY COMMITTEE
April 9, 2013

Moraine Park Technical College, RM O104
235 North National Ave
Fond du Lac, WI
10:00 a.m.

DRAFT MINUTES

<u>Members Present</u>	<u>Employer/Organization</u>
Dierker, Marty	Veolia
Freber, Kevin	City of Watertown Wastewater Treatment Plant
Wilson, Paul	Walworth County Sewage District
Zimmer, Kelly	MSA Professional Services
<u>Members Absent</u>	<u>Employer/Organization</u>
Bartel, Bruce	Green Bay Metropolitan Sewerage District
<u>Consultant & Guests</u>	<u>Employer/Organization</u>
Cook, Jim	Madison Area Technical College
Haishuk, Kay	Bureau of Apprenticeship Standards - Milwaukee
Kollman, Terri	Moraine Park Technical College
Morgan, Karen	Bureau of Apprenticeship Standards - Madison
Rice, Fred	Moraine Park Technical College
Saltes, Jack	WI Dept of Natural Resources
Smith, Owen	Bureau of Apprenticeship Standards - Madison

1. **The meeting was called to order** at 10:05 am by Chair Marty Dierker in conformance with the Wisconsin open meeting laws.
2. **A roll call** was conducted and a member contact information confirmation sign-in sheet was circulated. New Member Paul Wilson was introduced and welcomed by the committee.
3. **The minutes** of the October 24, 2012, meeting were reviewed and approved with the following changes:
 - Under the section "DNR Update," the phrase "not intended for distribution" was struck.
 - Under the section "DNR Update," the phrase "DNR invited" was changed to "DNR suggested."
 - Several typos were corrected.

4. New Business

Members decided to discuss New Business items first because Old Business items were significant work items.

a. Election of Employee Co-Chair; Recommendation for Additional Employee Member

- The committee nominated and approved Paul Wilson to be Employee Co-Chair.
- Owen Smith stated that the committee needs an additional Employee Member. Members suggested Owen contact Mark Wiedenmeyers from Brookfield Utilities and Sharon Thiezen from Sheboygan Utilities. Paul Wilson stated he would do an email blast, too, if needed.
 - As a result of this discussion, BAS will contact the suggested individuals.

b. Implementation of National Standards

- Owen Smith reported that the U.S. Department of Labor approved and implemented minimum standards for a national Wastewater Treatment Plant Operator apprenticeship program, which was sponsored by Water & Environment Federation. Portions of the national program were modeled after the Wisconsin program.
 - As a result of this discussion, BAS will email a link to the national standards to committee members.

c. Other

No items.

5. DNR Update

- Jack Saltes updated members on the progress of revisions to the NR114 Certification Code. Proposed revisions will go to public hearing in June. The hearing will be attended by a committee of small business groups. The revisions will hopefully be adopted in November or December of 2013, and is likely to be implemented in 2015.
- Jack is also working on a study group during this summer for its implementation process. The advanced lab section is going to be revised sometime in May and will be looked at in 2014.

6. WTCS Update

- Terri Kollman from Moraine Park Technical College stated that Fred Rice, Associate Dean of Apprenticeship, will be taking a different position within the school, and will be assigning a replacement. In the meantime, Terri will work with the program until she leaves to work as Fred's administrative assistant.
- Jim Cook from Madison Area Technical College reported that he had been contacted by Glenn Smeaton, a Wastewater trainer and apprenticeship advocate, regarding starting an in-class program at MATC. Jim declined, citing that decision would require broad industry support. Jim also stated that MATC is adding some features to the Commercial Avenue location, including a HVAC program and the re-located Energy Lab.

7. Old Business

a. Developing Competencies for the Hybrid Program

The WWTPPO apprenticeship is a hybrid program, meaning an apprentice progresses by completing time requirements *and* demonstrating competency in the work processes. The competencies in hybrid programs must be submitted to and approved by the U.S. Dept of Labor. The competencies can also be edited slightly and re-formatted for use as a job book or a printed checklist, which skilled operators can use to record an apprentice's progress task by task. Members reviewed and revised a draft of the competencies prepared by BAS. Changes were captured and incorporated into a separate document.

- As a result of this work, BAS will email members the final draft for review and then submit the competencies to the U.S. Dept of Labor.

b. Review of State Standards

The State Standards were reviewed and approved with minor revisions.

- As a result of this work, BAS will email the Standards to members.

c. Outreach Update

- BAS field staff continue to outreach to treatment plants.
- BAS staff presented the program at a regional WWOA meeting in February. Many audience members asked questions and expressed interest in the program.

8. WWTPO Apprenticeship Program Participants

Currently, no apprentices are registered.

9. Confirm next Masonry Apprenticeship Advisory Committee meeting

The next meeting will be Tuesday, September 17, 2013, at 10:00 a.m. at South Shore Reclamation Facility in Oak Creek.

10. The meeting adjourned at 1:30 pm.

Submitted by Kay Haishuk, Recorder.